Council of Chief Academic Officers
Meeting Summary

October 22, 2008
Bachman 113
10:00-1:30 p.m.

Present: Erika Lacro (Honolulu CC), Richard Fulton (Windward CC), Jim Goodman for Mike Pescok (Leeward CC), Phillip Castille (UHH), Suzette Robinson (Maui CC), Noreen Yamane for Doug Dykstra (Hawaii CC), Louise Pagotto (Kapiolani CC), Ramona Kincaid for Charles Ramsey (Kauai CC), Peter Quigley (UHM), Linda Randall (UHWO) Linda Johnsrud and Joanne Itano (UH System)

Guests: Mark Hoffman (Maui CC), Wesley Yuu (P20), Joanne Taira and David Mongold (UH System)

Future Agenda Items

- Proposed change to UH mission by Pukoa Council
- Implications of changes to WASC standards
- Fees for subchange requests for ACCJC (per Mike Rota, effective Jan 2009, there is a $500 fee for each subchange request; ACCJC has added a staff person to provide support for subchange requests as part of his/her responsibility; 6-7 request per month are reviewed and requests are due a month before the committee meetings. All CC Chancellors have been notified of the fee by ACCJC).

Maui CC ATP BAS Applied Engineering

Mark Hoffman provided an update. There has been more discussion on campus about the proposed degree and the implications of a second bachelor’s degree. Curriculum Committee approved the ATP and the Faculty Senate approved continued planning on 10/10/08. A likely timeline is the program proposal to be reviewed by the department in Jan 2009, to Curriculum Committee on Feb 2009 and to the Faculty Senate Apr 2009 if all goes smoothly. Hoffman intends to seek ABET accreditation. IFA will open their 15,000 square foot lab for use by this program. There is alignment in the lower division among Haw CC, Kaua‘i CC and Maui CC; some upper division courses could be offered via distance methods. This program prepares a technician who supports design engineers. Hands on labs are a major component of the curriculum. The proposed curriculum has 3 courses that are comparable to 3 electrical engineering courses at UHM. An articulation agreement will be worked on.

Suzette Robinson reported that there was a campus wide meeting on 10/3/08 and the Chancellor presented a transition plan which included 3-5 years of duo accreditation with ACCJC and WASC Senior. About 60 faculty/staff were present and 73% voted in support of the transition plan.

CCAO endorses the ATP.
Nonresident Enrollment Policy

Linda Johnsrud shared the briefing that will be presented at the BOR meeting on 10/23/08 with feedback provided by the CAOs. The presentation will also be made at UHM and UHH who are most impacted by this policy.

Math Summit

Wesley Yuu provided an update on Math Summit #1 (see attached). The power point presentation is available at www.hawaii.edu/mathsummit. There was a very positive response among the participants. The actions identified included:

- Improve the math pipeline to career and college ready math (get people into math and keep them there)
- Improve vertical and horizontal alignment of courses so that students transition smoothly between institutions and courses.
- Prepare more qualified and effective mathematics teachers/instructors.

Five Year Faculty Review

Different campuses implement this review differently. OVAPP has added a Director of Academic Personnel Administration (Dr. Jim Nishimoto) to address from a systemwide perspective academic personnel issues, level 2 grievances and collective bargaining. It is clear that there is a blurry line between human resources and academic affairs. CAOs are interested in a discussion with Jim regarding the above issues at a future CCAO meeting.

Budget Update

The CIP budget was approved by the BOR at its September 2008 meeting. The operating budget will be discussed at the October BOR meeting. The operating budget for 2010 and 2011 is a reduction in the G funds budget base of $13.5 million (10%) and will be financed by G funds reductions and transfer of program expenditures to funding by special, revolving or Federal funds (cost savings in utilities and not filling of vacant positions) Also the BOR will be requested to approve, on a contingency basis, additional G budget base reductions of $22.0 million (15%) and $30.6 million (20%). Discussion included likelihood of additional budget cuts, should future cuts be across the board among the 10 campuses or differentially, and retrenchment. Actions to meet identified strategic outcomes and Native Hawaiian initiatives are at this time to remain in the budget.

The task force on Act 188 is looking at base + funding; possibly incentive funding and formula funding met. A consultant has been hired and Chancellors serve on this task force.

Distance Delivery Discussion

Is there a role for the UH System to better coordinate distance delivery? Should the market drive decisions related to distance delivery of courses/programs? Consensus is that the UH system might focus on selected areas to ensure coordination and collaboration. For example, teacher education programs within the UH system will be meeting soon to discuss coordination
and collaboration.

It was suggested that possibly a more comprehensive directory of distance delivered courses be made available if the information could be pulled from Banner, since there are common codes being used to code distance delivered courses. A follow up from Catherine Kawada, ITS, who manages the current list of distance delivered courses:

*We have received this question numerous times and it has been discussed at different groups (MSG, CDC, campus committees).*

*The information we request on our forms differ from that which Banner requests. We ask for Textbook lists, Course Descriptions, Instructor Contact, etc. Majority of the time because of our deadline, info on our list precedes Banner scheduling, especially for cable and ITV classes. So students tend to look at our list since it isn't yet available on Banner or the Class Availability website. Some dept. wait till we approve the ITV and Cable courses before they input into Banner.*

*If there was a way to pull up online course offerings from Banner, the only information we would get would be 1) Instructor, 2) Subject, 3) Course, 4) CRN but wouldn't be able to extract info for other types of information such as course description, textbooks, technical requirements etc.*

*And truthfully though the standard codes are in place, I still find discrepancies on whether or not folks are actually filling in the IM field in Banner for their dl classes.*

**Next Meeting**

**November 19, 2008**